

Digital Backbone AGREEMENT for the implementation of Snohomish County Community Health Improvement Plan(s)



1. Contact Information

This Agreement, dated December 1, 2017 is entered between **City of Everett** and **Snohomish Health District** (Backbone Provider).

Partner:

City of Everett
2930 Wetmore Ave.
Everett, WA 98201

Backbone Provider:

Snohomish Health District
3020 Rucker Ave. Suite 308
Everett, WA 98201

Partner Contact:

Steven L. Hellyer
IT Director
425-257-8777
shellyer@everettwa.gov

Backbone Manager:

Carrie McLachlan
Healthy Communities and Assessment Manager
Phone: (425)-339-8650
cmclachlan@snohd.org

2. Master Agreement

2.1 Summary & Purpose

This “Master Agreement” contains the general terms and conditions applicable to transacting community action between partner and backbone provider.

2.2 Project Overview

Snohomish Health District (SHD) is engaging multiple community partners in the development of three Community Health Improvement Plans (CHIPS). Each CHIP has unique goals, multiple community-based strategies and numerous key performance indicators that will be used to track community progress toward meeting the respective goal(s).

Collective Impact is aimed at engaging people around collective priorities and aligning various strategies so they all have a larger impact as a whole, rather than incremental impact(s) of individual efforts. Best practices in Collective Impact note the need for digital backbone support.

Backbone support, also known as a digital backbone, is technology that will allow partners to engage with the backbone provider and a wide range of partners within the Collective Impact network. A digital backbone is an essential tool to build strategic frameworks that will help the community operate as a team to address priority health issues. The digital backbone allows partners to report on key activities and measure results and impacts on collective efforts.

2.3 Backbone Description

SHD has chosen to purchase named user perpetual licenses for the InsightVision On-line Strategy Management Platform. The deployment of InsightVision will create a centralized, on-line, dynamic system for managing and monitoring the strategy’s objectives, measures, initiatives and more (action plans, projects, etc).

2.4 Backbone Licensing

Ownership of and the title to the software will remain with SHD at all times. SHD has purchased named user licenses that allows the firm to make the software available in whole or in part to anyone without written consent up to the number of purchased user licenses.

Partners participating in the Snohomish County CHIPS who sign this collective impact agreement may use the digital backbone free of charge throughout CHIP implementation. The digital backbone shall be used exclusively for the purpose of collective impact. SHD shall determine the quantity of named user licenses to be shared with partner, and this number is subject to change at any time.

2.5 Data Ownership and Portability

SHD reserves all right, title and interest (including all intellectual property and proprietary rights) in and to data and content. At the request of a partner, SHD may share this data free of charge. Data shall be delivered in comma delimited or Microsoft Excel format.

2.6 Limitation of Liability

Exclusion of Damages: In no event will either party be liable for special, indirect, incidental, third party or consequential damages including loss of profits, revenue, or use incurred by partner or others, whether under this Agreement, tort, statute, or regulation, even if those damages were foreseeable or partner has informed digital backbone provider of a potential liability. Neither party will seek or otherwise apply for any punitive or exemplary damages.

3. Term and Termination

3.1 Length of Agreement

The term of this Digital Backbone AGREEMENT shall begin on December 1, 2017, and shall continue until terminated by either party. Partner may terminate this agreement at any time by providing notice to digital backbone manager. Digital backbone provider may terminate this agreement by providing thirty (30) day notice to partner contact. Digital backbone provider reserves the right to terminate without notice if partner is using the system in a way that violates the law or is inconsistent with collective impact.

3.2 Digital Backbone Termination

SHD may terminate the digital backbone due to reductions in funding. SHD staff have set aside the financial resources to fund the digital backbone through 2017. Public Health funding has been uncertain over the last decade, so it is possible SHD will not have the financial resources after 2017.

SHD may terminate the digital backbone due to partner adoption. In order to have Collective Impact, at a minimum, 10 named user partners across 3 CHIPS need to actively use the system to justify the cost.

4. Obligation of the Backbone Provider

4.1 Platform Capacity Team

SHD will dedicate the necessary human resources to support the digital backbone. The platform capacity team will serve as the main contact for InsightVision and provide solutions for platform issues. The Platform Capacity Team is responsible for organizing web-conferences and trainings with InsightVision, and will be the primary point of contact for onboarding community partners.

4.2 Community Action Team

SHD will dedicate the necessary human resources to support community action. The Community Action Team will work close with community partners to achieve CHIP(s) goals. The team will be responsible for reporting out the progress of each CHIP and working with partners to update strategy maps as required.

5. Obligation of the Partner

5.1 Indicator and measure ownership

Partner will be responsible for specific indicators and measures. Partner participating in the digital backbone will designate an InsightVision named user. The InsightVision named user will be responsible for updating data in InsightVision. The expectation is Partner will contribute data in no less than weekly intervals.

5.2 Annual Training

The Platform Capacity Team will provide the Partner with new user orientation during the onboarding process. The Partner is expected to attend one annual training provided by the Platform Capacity Team to keep digital platform skills up-to-date.

Steven L. Hellyer

Steven L. Hellyer
Partner Contact (Printed Name)

[Signature]
Partner Contact (Signature)

12-12-17
Date

Dan Templeman

Partner Named User (Printed Name)

[Signature]
Partner Named User (Signature)

12-11-17
Date

Hil Kaman

Partner Named User (Printed Name)

[Signature]
Partner Named User (Signature)

12-11-17
Date

Carrie McLachlan

Backbone Manager (Printed Name)

Carrie McLachlan
Backbone Manager (Signature)

12-12-17
Date

CITY OF EVERETT

WASHINGTON

By: Ray Stephanson
Ray Stephanson, Mayor

12/6/2017
Date

ATTEST:

Sharon Fuller

Sharon Fuller, City Clerk


Date: 12/6/2017

APPROVED AS TO FORM:

James D. Iles

James D. Iles, City Attorney

Date: 12/6/17



Consent approved
11-24-17 AIP.